Participants: Mindy Boele (ELTAC), Bill Ray (public - consultant), Josie Teller (public – City of Davis), Paul Monroy (Desert Valley), Ron Coss (ELTAC), Huy Do (ELTAC), Sushmitha Redy (public – Coachella Valley Water District), Dr. Yuli Tsi (public - OCSD), Amber Baylor (public – SOCWA)

January 28, 2019

10am – 12pm

1. Define Scope
   RC: Goal – TNI (1 PT instead of 2 & Technical Manager) – To provide a draft regulation that would reduce the administrative burden and allow small labs to stay in business.
   BR: Section 5 Module 2; Section 4 Module 2; Modules 3-7 add details in Section 5; TNI cannot replace or augment or negate regs; fills in the gap between methods and regulations; Article 5 – quality systems – large subsections references; two items (QSM module 4 (all of TNI), one more item); SAP – data quality is the complaint by SAP; watch out for all the *italicized text*; can rephrase things – danger to be careful to read the language; no problem with this route;
   RC: write our own standard option

   Vote: CA QMS or write our own standard
   Bill – Vote on for TNI by reference; Bill's model (CA QMS)
   Mindy – vote for TNI by reference; Bill's model (CA QMS)
   Josie – Vote for TNI by reference; Bill's model (CA QMS)
   Amber – Vote for TNI by reference; Bill's model (CA QMS)
   Huy – Vote for TNI by reference; Bill's model (CA QMS)
   Sushmitha – Vote for TNI by reference; Bill's model (CA QMS)
   Paul Monroy (Desert Water Agency) – Vote for TNI by reference; Bill's model (CA QMS)
   Dr. Yu-li Tsai - Vote for TNI by reference; Bill's model (CA QMS)
   Ron Coss – Vote for TNI by reference; Bill's model (CA QMS)
   Summary of why CA QMS:
   Start with a standard that has already been done, not a lot of time to complete, working within the TNI framework, good will with ELAP; have to go through the TNI

2. Scheduling Future Meetings

   February 11 (Davis/OCSD), February 25 (Vacaville/OCSD), March 11 (Vacaville/OCSD)

   Not more than 2 people can work on this. Informational and not discussion items. Person outside of the group; distribution list not more than 2 ELTAC members; distribution list;

3. CA QMS Work: Review of Previous ELTAC recommendations
   Ron Coss sent two documents to the Northern California group (to be sent to ELAP for posting):
   a. Recommendations for Changes to the Proposed Quality Management System for ELAP
   b. Bill Ray Technical Report Review of the ELTAC Proposed Recommendations

The following reviews each of the recommendations:

   a. Recommendations for Changes to the Proposed Quality Management System for ELAP Support

a. Support
b. Support
c. Support
d. Support
e. Support
f. Support
g. With caveat of auditable and enforceable
h. Support – reference back to standard;
i. Not weighing in – Subjective in Nature
j. Support
k. Support

Part 2: Recommendations for Changes to the Proposed Quality Management System for ELAP

1) TNI standard: 'TNI' - Notes are not enforceable; agreed that; general statement that notes are not enforceable; Module 2 – Notes – Sush & Ron to review; Module 4 Quality System Matrix – matrix spike may be used in replace of the control (alternate) – pdf review
2) Delete
3) Delete
4) Delete
5) Future Discussion
6) Revise
7) Revise
8) Delete

Deliverables before next meeting:

- There are 71 recommendations made by ELTAC: Amber & Huy to review ELTAC work and provide updates to Ron prior to the next meeting.
- Notes review – goal to close loopholes where there exists interpretations.
- Amber to provide Ron Coss with the public members of her distribution list for information dissemination.